



M.O.E. Policy Manual

POLICY TITLE PUBLIC PARTICIPATION IN ENVIRONMENTAL STANDARD SETTING	NO. 16-DD-01		
<u>Legislative Authority</u> the Environmental Protection Act, Section 94			
<u>Statement of Principles</u> This policy is designed to assist the public to participate in the process of developing environmental standards that the Ministry administers in its programs to protect the environment. This policy is intended to delineate the procedures that will be employed to develop standards, guidelines, and regulations. The measures in this policy statement are intended as applications of the Ministry's Policy Development Process and Policy Approval Process to the task of environmental standard-setting. Detail on the Policy Development and Approval Processes is found in the MANUAL OF ENVIRONMENTAL POLICIES AND GUIDELINES, pp. xii-xx. <u>Definitions</u> <table border="0" data-bbox="228 1129 1490 1402"><tr><td data-bbox="228 1129 730 1402"><u>Policy Development Process</u></td><td data-bbox="730 1129 1490 1402">Policy development is the process whereby an environmental problem or issue is defined, appropriate action to meet the need is devised, and a draft policy statement is accepted by the Director of a Branch or Region. The stages of the Policy Development Process are described and diagrammed on pp. xii-xvi of the MANUAL OF ENVIRONMENTAL POLICIES AND GUIDELINES.</td></tr></table>		<u>Policy Development Process</u>	Policy development is the process whereby an environmental problem or issue is defined, appropriate action to meet the need is devised, and a draft policy statement is accepted by the Director of a Branch or Region. The stages of the Policy Development Process are described and diagrammed on pp. xii-xvi of the MANUAL OF ENVIRONMENTAL POLICIES AND GUIDELINES.
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<u>Point of Contact</u>			
<u>Effective Date</u>			

Policy Approval Process

Policy approval is the process whereby the draft policy statement initially accepted by a Director receives a multi-staged analysis and review leading to final approval by the Minister, and the Cabinet where necessary. The stages of the Policy Development Process are described and diagrammed on pp. xvii-xx of the MANUAL OF ENVIRONMENTAL POLICIES AND GUIDELINES.

1. Policy Development Process

1.1 Problem or Issue

The need for standard-setting, either new standards or revision of current standards, is identified and communicated in writing to the Assistant Deputy Minister, Environmental Assessment and Planning Division.

1.2 Recommendation for Policy Development

The ADM will direct the Chairman of the appropriate Standards Setting Committee to begin the needed investigations.

1.3 Action by Standard-Setting Committee

The Standard Setting Committee will establish a tentative standard and submit it with all required documentation to the ADM, Environmental Assessment and Planning Division.

1.4 Distribution By ADM

The tentative standards are distributed to all Ministry Branches and Divisions for comment.

1.5 Policy Options Assessed

Policy options, based on review of tentative standards and MOE comments, are assessed.

2. Policy Approval Process

2.1 Policy Options Submitted

Policy options are submitted by a Director to ADM, Environmental Assessment and Planning Division.

2.2 Review and Decision
by Policy
Committee Policy options are reviewed and chosen by the Ministry Policy Committee.

2.3 Policy Review Further policy review and development responsibilities are assigned to a Branch by the ADM.

2.4 Final Draft Policy A final draft policy is submitted to the ADM.

2.5 Final Approval Final approval of the policy is given by ADM, Deputy Minister, Minister, and Cabinet where necessary.

3. Publication

3.1 Regulations
Registrar's Office Simultaneously with 2.4 above, Legal Services Branch submits regulations to Registrar's Office.

3.2 Ontario Gazette Publication in the Ontario Gazette takes place once regulations are approved by Cabinet.

3.3 Policies and
Guidelines Policies and guidelines normally will not require Cabinet approval. After final approval by the Minister they are distributed with the next batch of policies and guidelines for the MANUAL OF ENVIRONMENTAL POLICIES AND GUIDELINES.